



A VA Verified SDVOSB



**AUTHORIZED FEDERAL ACQUISITION SERVICE
INFORMATION TECHNOLOGY SCHEDULE PRICELIST**

Contract Number: GS-35F-0648N

Period Covered by Contract: May 29, 2013 through May 28, 2018

IT/Telecommunications Services SIN 132-51

Standard Communications Inc.

**P.O. Box 173
5402 Leeds Manor Road
Hume, Virginia 22639
(540) 364-3688
www.stdcomm.com**

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA Advantage! ®, a menu-driven database system. The INTERNET address for GSA Advantage! ® is: GSAAAdvantage.gov.



AUTHORIZED FEDERAL ACQUISITION SERVICE
INFORMATION TECHNOLOGY SCHEDULE PRICELIST
GENERAL PURPOSE COMMERCIAL INFORMATION TECHNOLOGY
EQUIPMENT, SOFTWARE AND SERVICES

SIN 132-51 - INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES

FPDS CODE D301	IT Facility Operation and Maintenance
FPDS CODE D302	IT Systems Development Services
FPDS CODE D306	IT Systems Analysis Services
FPDS CODE D307	Automated Information Systems Analysis and Integration Services
FPDS CODE D308	Programming Services
FPDS CODE D310	IT Backup and Security Services
FPDS CODE D311	IT Data Conversion Services
FPDS CODE D313	Computer Aided Design/Computer Aided Manufacturing (CAD/CAM) Services
FPDS CODE D316	IT Network Management Services
FPDS CODE D399	Other Information Technology Services, Not Elsewhere Classified



CUSTOMER INFORMATION - GS-35F-0648N

1. a. **SIN 132-51, INFORMATION TECHNOLOGY SERVICES**

a. b. **MODEL INFORMATION AND PRICING** – Not Applicable

b. **See page 15 for Labor Category Descriptions and page 19 Labor Hour Rates**

2. **MAXIMUM ORDER** Special Item 132-51 - Information Technology (IT) Professional services:
The maximum dollar value per order for all services will be \$500,000

3. **MINIMUM ORDER** Special Item 132-51 - Information Technology (IT) Professional services:
The minimum dollar value of orders to be issued is \$100.00.

4. **GEOGRAPHIC SCOPE OF CONTRACT** The geographic scope of this contract is the 48 contiguous states, the District of Columbia, Alaska, Hawaii, and the Commonwealth of Puerto Rico.

5. **POINT(S) OF PRODUCTION (CITY, COUNTY, AND STATE OR FOREIGN COUNTRY)**
Services are usually provided on the client site. Offices are maintained in Virginia and Massachusetts.

6. **DISCOUNT FROM LIST PRICES OR STATEMENT OF NET PRICE.** Prices shown in the price list are NET Prices. A Basic Discount of 15% off commercial pricing has been deducted.

7. **DISCOUNTING POLICY:** Standard Communication Inc. offers spot discounts for SIN 132-51. Spot Discounts are on a case-by-case basis and the amount is subject to conditions existing at the time of task or delivery order award.

8. **QUANTITY DISCOUNTS** - None offered

8. **PROMPT PAYMENT TERMS** – None offered, Terms Net 30

9a. **NOTIFICATION THAT GOVERNMENT PURCHASE CARDS ARE ACCEPTED AT OR BELOW THE MICRO-PURCHASE THRESHOLD.** Standard Communication accepts Government purchase cards for payment at or below the micro purchase threshold.



9B. NOTIFICATION WHETHER GOVERNMENT PURCHASE CARDS ARE ACCEPTED OR NOT ACCEPTED ABOVE THE MICRO-PURCHASE THRESHOLD. Standard Communication accepts Government purchase cards for payment above the micro purchase threshold.

10. FOREIGN ITEMS (LIST ITEMS BY COUNTRY OF ORIGIN). None

11A. TIME OF DELIVERY. Monday through Friday, 08:00 a.m. through 5:00 p.m. Local Time except for Government specified Holidays. In this case deliveries will occur on the next business day.

11A. TIME OF DELIVERY. Standard Communications, Inc. provides professional services and delivers them in accordance with the mutually agreed to delivery schedules in each delivery order.

11B. EXPEDITED DELIVERY. Standard Communications, Inc. provides professional and technical services and does not anticipate the need for expedited delivery, however, it does respond to emergency situations when they occur on an expedited basis.

11C. OVERNIGHT AND 2-DAY DELIVERY. Standard Communications, Inc. provides professional and technical services and does not anticipate the need for expedited overnight and 2-day delivery, however, it does respond to emergency situations when they occur on an expedited basis.

11D. URGENT REQUIREMENTS. Standard Communications, Inc. provides professional and technical services and it does respond to emergency situations when they occur on an expedited basis. When the Federal Acquisition Schedule contract delivery period does not meet the bona fide urgent delivery requirements of an ordering activity, ordering activities are encouraged, if time permits, to contact Standard Communication Inc. for the purpose of obtaining accelerated delivery. Standard Communication Inc. will reply to the inquiry within 3 workdays after receipt. (Telephonic replies will be confirmed by the Standard Communication Inc. in writing.) If Standard Communication Inc. offers an accelerated delivery time acceptable to the ordering activity, any order(s) placed pursuant to the agreed upon accelerated delivery time frame shall be delivered within this shorter delivery time and in accordance with all other terms and conditions of the contract.

12. F.O.B. POINT(S).

(a) Standard Communication Inc. will deliver F.O.B. Destination to destinations located within the 48 contiguous States and the District of Columbia as provided below.

(1) Delivery to the door of the specified Government activity by freight or express common carriers on articles for which store-door delivery is provided, free or subject to a charge, pursuant to regularly published tariffs duly filed with the Federal and/or State regulatory bodies governing such carrier; or, at the option of the Standard Communication Inc., by parcel post on mailable articles, or by Standard Communication Inc.'s vehicle.



Where store-door delivery is subject to a charge, Standard Communication Inc. will:

- (a) place the notation "Delivery Service Requested" on bills of lading covering such shipments, and
 - (b) pay such charge and add the actual cost thereof as a separate item to his invoice.
- (2) Delivery to siding at destinations when specified by the ordering office, if delivery is not covered under paragraph (a)(1), above.
- (3) Delivery to the freight station nearest destination when delivery is not covered under paragraph (a)(1) or (a)(2), above.
- (b) Standard Communication Inc. will not cover the cost of shipping to Alaska, Hawaii, or the Commonwealth of Puerto Rico.
- (c) When deliveries are made to destinations outside the contiguous 48 States; i.e., Alaska, Hawaii, and the Commonwealth of Puerto Rico, and are not covered by paragraph (b), above, the following conditions will apply:
- (1) Delivery will be f.o.b. inland carrier, point of exportation (FAR 52.247-38), with the transportation charges to be paid by the Government from point of exportation to destination in Alaska, Hawaii, or the Commonwealth of Puerto Rico, as designated by the ordering office. Standard Communication Inc. will add the actual cost of transportation to destination from the point of exportation in the 48 contiguous States nearest to the designated destination. Such costs will, in all cases, be based upon the lowest regularly established rates on file with the Interstate Commerce Commission, the U.S. Maritime Commission (if shipped by water), or any State regulatory body, or those published by the U.S. Postal Service; and must be supported by paid freight or express receipt or by a statement of parcel post charges including weight of shipment.
 - (2) The right is reserved to ordering agencies to furnish Government bills of lading.
- (d) Ordering offices will be required to pay differential between freight charges and express charges where express deliveries are desired by the Government.

13a. CONTRACTOR'S ORDERING ADDRESS

Standard Communications Inc.
P.O. Box 173
5402 Leeds Manor Road
Hume, VA 22639
(540) 364-3688 (phone) - (540) 454-0881 (24 hour) - (703) 426-1956 (fax)

13b. ORDERING PROCEDURES: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's) are found in Federal Acquisition Regulation (FAR) 8.405-3.



14. PAYMENT ADDRESS.

Standard Communications Inc.
5402 Leeds Manor Road
Hume, VA 22639

15. WARRANTY PROVISION. Standard Communications Inc. warrants its work for a period of one year from the date of Acceptance.

16. STATEMENT CONCERNING AVAILABILITY OF EXPORT PACKING - Export packing is available at extra cost outside the scope of this contract.

17. TERMS AND CONDITIONS OF GOVERNMENT PURCHASE CARD ACCEPTANCE (ANY THRESHOLDS ABOVE THE MICRO-PURCHASE LEVEL). Standard Communication accepts Government purchase cards for payment above the micro purchase threshold.

18. TERMS AND CONDITIONS OF RENTAL, MAINTENANCE, AND REPAIR (IF APPLICABLE). Not applicable.

19. TERMS AND CONDITIONS OF INSTALLATION (IF APPLICABLE). Not applicable.

20. TERMS AND CONDITIONS OF REPAIR PARTS INDICATING DATE OF PARTS PRICE LISTS AND ANY DISCOUNTS FROM LIST PRICES (IF APPLICABLE). Not applicable.

20A. TERMS AND CONDITIONS FOR ANY OTHER SERVICES (IF APPLICABLE). Not applicable.

21. LIST OF SERVICE AND DISTRIBUTION POINTS (IF APPLICABLE). Not applicable.

22. LIST OF PARTICIPATING DEALERS (IF APPLICABLE). Not applicable.

23. PREVENTIVE MAINTENANCE (IF APPLICABLE). Not applicable.

24A. SPECIAL ATTRIBUTES SUCH AS ENVIRONMENTAL ATTRIBUTES (E.G., RECYCLED CONTENT, ENERGY EFFICIENCY, AND/OR REDUCED POLLUTANTS). Not applicable.

24B. IF APPLICABLE, INDICATE THAT SECTION 508 COMPLIANCE INFORMATION IS AVAILABLE ON ELECTRONIC AND INFORMATION TECHNOLOGY (EIT) SUPPLIES AND SERVICES AND SHOW WHERE FULL DETAILS CAN BE FOUND (E.G. CONTRACTOR'S WEBSITE OR OTHER LOCATION.) THE EIT STANDARDS CAN BE FOUND AT: WWW.SECTION508.GOV/. Not applicable.



25. DATA UNIVERSAL NUMBER SYSTEM (DUNS) NUMBER. 009977963

26. NOTIFICATION REGARDING REGISTRATION IN SYSTEM AWARDS MANAGEMENT SYSTEM (SAM) DATABASE. Standard Communications Inc. is current in the SAM database.

STATISTICAL DATA FOR GOVERNMENT ORDERING OFFICE COMPLETION OF STANDARD FORM 279

Block 9: ***G - Order/Modification Under Federal Schedule***

Block 16: Data Universal Numbering System (DUNS): ***009977963***

Block 30: Type of Contractor: ***Other Small Business***

Block 31: Woman-Owned Small Business: ***No***

Block 36: Contractor's Taxpayer Identification Number (TIN): ***54-2022158***

Block 40: ***A - Service Disabled Veteran Owned Business***

CAGE Code: ***1SZ84***



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TERMS AND INFORMATION FOR ORDERING ACTIVITIES

SPECIAL NOTICE TO AGENCIES

Small Business Participation

Standard Communications Inc. is a Department of Veterans Affairs Center for Verification and Evaluation Verified Service Disabled Veteran Owned Small Business. Use of this contract counts toward Agency Goals for Service Disabled Veteran Owned Small Business.

SBA strongly supports the participation of small business concerns in the Federal Acquisition Schedules Program. To enhance Small Business Participation SBA policy allows agencies to include in their procurement base and goals, the dollar value of orders expected to be placed against the Federal Acquisition Schedules, and to report accomplishments against these goals.

For orders exceeding the micropurchase threshold, FAR 8.404 requires agencies to consider the catalogs/pricelists of at least three schedule contractors or consider reasonably available information by using the GSA Advantage!™ on-line shopping service (www.fss.gsa.gov). The catalogs/pricelists, GSA Advantage!™ and the Federal Acquisition Service Home Page (www.fss.gsa.gov) contains information on a broad array of products and services offered by small business concerns.

This information should be used as a tool to assist ordering activities in meeting or exceeding established small business goals. It should also be used as a tool to assist in including small, small disadvantaged, and women-owned small businesses among those considered when selecting pricelists for a best value determination.

For orders exceeding the micropurchase threshold, customers are to give preference to small business concerns when two or more items at the same delivered price will satisfy their requirement.

1. **FEDERAL INFORMATION TECHNOLOGY/TELECOMMUNICATION STANDARDS REQUIREMENTS**

Ordering activities acquiring products from this Schedule must comply with the provisions of the Federal Standards Program, as appropriate (reference: NIST Federal Standards Index). Inquiries to determine whether or not specific products listed herein comply with Federal Information Processing Standards (FIPS) or Federal Telecommunication Standards (FED-STDS), which are cited by ordering activities, shall be responded to promptly by the Contractor.



1.1 FEDERAL INFORMATION PROCESSING STANDARDS PUBLICATIONS (FIPS PUBS)

Information Technology products under this Schedule that do not conform to Federal Information Processing Standards (FIPS) should not be acquired unless a waiver has been granted in accordance with the applicable "FIPS Publication." Federal Information Processing Standards Publications (FIPS PUBS) are issued by the U.S. Department of Commerce, National Institute of Standards and Technology (NIST), pursuant to National Security Act. Information concerning their availability and applicability should be obtained from the National Technical Information Service (NTIS), 5285 Port Royal Road, Springfield, Virginia 22161. FIPS PUBS include voluntary standards when these are adopted for Federal use. Individual orders for FIPS PUBS should be referred to the NTIS Sales Office, and orders for subscription service should be referred to the NTIS Subscription Officer, both at the above address, or telephone number (703) 487-4650.

1.2 FEDERAL TELECOMMUNICATION STANDARDS (FED-STDS)

Telecommunication products under this Schedule that do not conform to Federal Telecommunication Standards (FED-STDS) should not be acquired unless a waiver has been granted in accordance with the applicable "FED-STD." Federal Telecommunication Standards are issued by the U.S. Department of Commerce, National

Institute of Standards and Technology (NIST), pursuant to National Security Act. Ordering information and information concerning the availability of FED-STDS should be obtained from the GSA, Federal Acquisition Service, Specification Section, 470 East L'Enfant Plaza, Suite 8100, SW, Washington, DC 20407, telephone number (202)619-8925. Please include a self-addressed mailing label when requesting information by mail. Information concerning their applicability can be obtained by writing or calling the U.S. Department of Commerce, National Institute of Standards and Technology, Gaithersburg, MD 20899, telephone number (301) 975-2833.

2. SECURITY REQUIREMENTS

In the event security requirements are necessary, the ordering activities may incorporate, in their delivery orders, a security clause in accordance with current laws, regulations, and individual ordering activity policy; however, the burden of administering the security requirements shall be with the ordering activity. If any costs are incurred as a result of the inclusion of security requirements, such costs will not exceed ten percent (10%) or \$100,000, of the total dollar value of the order, whichever is less.

3. CONTRACT ADMINISTRATION FOR ORDERING OFFICES

Any ordering activity, with respect to any one or more delivery orders placed by it under this contract, may exercise the same rights of termination as might the GSA Contracting Officer under provisions of FAR 52.212-4, paragraphs (l) Termination for the ordering activity's convenience, and (m) Termination for Cause (See C.1.)

4. GSA ADVANTAGE!

GSA Advantage! is an on-line, interactive electronic information and ordering system that provides on-line



access to vendors' schedule prices with ordering information. GSA Advantage! will allow the user to perform various searches across all contracts including, but not limited to:

- (1) Manufacturer;
- (2) Manufacturer's Part Number; and
- (3) Product categories.

Agencies can browse GSA Advantage! by accessing the Internet World Wide Web utilizing a browser (ex.: NetScape). The Internet address is <http://www.fss.gsa.gov/>.

5. PURCHASE OF INCIDENTAL, NON-SCHEDULE ITEMS

NOTE: Open Market Items are also known as incidental items, noncontract items, non-Schedule items, and items not on a Federal Acquisition Schedule contract.

For administrative convenience, an ordering activity contracting officer may add items not on the Federal Acquisition Multiple Award Schedule (MAS) -- referred to as open market items -- to a Federal Acquisition Schedule blanket purchase agreement (BPA) or an individual task or delivery order, **only if-**

- (1) All applicable acquisition regulations pertaining to the purchase of the items not on the Federal Acquisition Schedule have been followed (e.g., publicizing (Part 5), competition requirements (Part 6), acquisition of commercial items (Part 12), contracting methods (Parts 13, 14, and 15), and small business programs (Part 19));
- (2) The ordering activity contracting officer has determined the price for the items not on the Federal Acquisition Schedule is fair and reasonable;
- (3) The items are clearly labeled on the order as items not on the Federal Acquisition Schedule; and

All clauses applicable to items not on the Federal Acquisition Schedule are included in the order.

6. CONTRACTOR COMMITMENTS, WARRANTIES AND REPRESENTATIONS

a. For the purpose of this contract, commitments, warranties and representations include, in addition to those agreed to for the entire schedule contract:

- (1) Time of delivery/installation quotations for individual orders;
- (2) Technical representations and/or warranties of products concerning performance, total system performance and/or configuration, physical, design and/or functional characteristics and capabilities of a product/equipment/ service/software package submitted in response to requirements which result in orders under this schedule contract.
- (3) Any representations and/or warranties concerning the products made in any literature, description, drawings and/or specifications furnished by the Contractor.

b. The above is not intended to encompass items not currently covered by the GSA Schedule contract.

7. OVERSEAS ACTIVITIES

The terms and conditions of this contract shall apply to all orders for installation, maintenance and repair of equipment in areas listed in the pricelist outside the 48 contiguous states and the District of Columbia, except as indicated below:



Upon request of the Contractor, the ordering activity may provide the Contractor with logistics support, as available, in accordance with all applicable ordering activity regulations. Such ordering activity support will be provided on a reimbursable basis, and will only be provided to the Contractor's technical personnel whose services are exclusively required for the fulfillment of the terms and conditions of this contract.

8. BLANKET PURCHASE AGREEMENTS (BPAS)

Federal Acquisition Regulation (FAR) 13.303-1(a) defines Blanket Purchase Agreements (BPAs) as "...a simplified method of filling anticipated repetitive needs for supplies or services by establishing 'charge accounts' with qualified sources of supply." The use of Blanket Purchase Agreements under the Federal Acquisition Schedule Program is authorized in accordance with FAR 13.303-2(c)(3), which reads, in part, as follows:

"BPAs may be established with Federal Acquisition Schedule Contractors, if not inconsistent with the terms of the applicable schedule contract."

Federal Acquisition Schedule contracts contain BPA provisions to enable schedule users to maximize their administrative and purchasing savings. This feature permits schedule users to set up "accounts" with Schedule Contractors to fill recurring requirements. These accounts establish a period for the BPA and generally address issues such as the frequency of ordering and invoicing, authorized callers, discounts, delivery locations and times. Agencies may qualify for the best quantity/volume discounts available under the contract, based on the potential volume of business that may be generated through such an agreement, regardless of the size of the individual orders. In addition, agencies may be able to secure a discount higher than that available in the contract based on the aggregate volume of business possible under a BPA. Finally, Contractors may be open to a progressive type of discounting where the discount would increase once the sales accumulated under the BPA reach certain prescribed levels. Use of a BPA may be particularly useful with the new Maximum Order feature. See the Suggested Format, contained in this Schedule Pricelist, for customers to consider when using this purchasing tool.

9. CONTRACTOR TEAM ARRANGEMENTS

Contractors participating in contractor team arrangements must abide by all terms and conditions of their respective contracts. This includes compliance with Clauses 552.238-74, Contractor's Reports of Sales and 552.238-76, Industrial Funding Fee, i.e., each contractor (team member) must report sales and remit the IFF for all products and services provided under its individual contract.

10. INSTALLATION, DEINSTALLATION, REINSTALLATION

The Davis-Bacon Act (40 U.S.C. 276a-276a-7) provides that contracts in excess of \$2,000 to which the United States or the District of Columbia is a party for construction, alteration, or repair (including painting and decorating) of public buildings or public works with the United States, shall contain a clause that no laborer or mechanic employed directly upon the site of the work shall received less than the prevailing wage rates as determined by the Secretary of Labor.



The requirements of the Davis-Bacon Act do not apply if the construction work is incidental to the furnishing of supplies, equipment, or services. For example, the requirements do not apply to simple installation or alteration of a public building or public work that is incidental to furnishing supplies or equipment under a supply contract. However, if the construction, alteration or repair is segregable and exceeds \$2,000, then the requirements of the Davis-Bacon Act apply.

The ordering activity issuing the task order against this contract will be responsible for proper administration and enforcement of the Federal labor standards covered by the Davis-Bacon Act. The proper Davis-Bacon wage determination will be issued by the ordering activity at the time a request for quotations is made for applicable construction classified installation, deinstallation, and reinstallation services under SIN 132-8.

11. SECTION 508 COMPLIANCE

If applicable, Section 508 compliance information on the supplies and services in this contract are available in Electronic and Information Technology (EIT) at the following:

www.datacomconnections.com

The EIT standard can be found at: www.Section508.gov/.

12. PRIME CONTRACTOR ORDERING FROM FEDERAL ACQUISITION SCHEDULES

Prime Contractors (on cost reimbursement contracts) placing orders under Federal Acquisition Schedules, on behalf of an ordering activity, shall follow the terms of the applicable schedule and authorization and include with each order –

(a) A copy of the authorization from the ordering activity with whom the contractor has the prime contract (unless a copy was previously furnished to the Federal Acquisition Schedule contractor); and

(b) The following statement:

This order is placed under written authorization from _____ dated _____. In the event of any inconsistency between the terms and conditions of this order and those of your Federal Acquisition Schedule contract, the latter will govern.



<p style="text-align: center;">TERMS AND CONDITIONS APPLICABLE TO INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES (<i>Special Item Number 132-51</i>)</p>
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1. SCOPE

- a. The prices, terms and conditions stated under Special Item Number 132-51 Information Technology Professional Services apply exclusively to IT Services within the scope of this Information Technology Schedule.
- b. The Contractor shall provide services at the Contractor's facility and/or at the ordering activity location, as agreed to by the Contractor and the ordering activity.

2. PERFORMANCE INCENTIVES

- a. When using a performance based statement of work, performance incentives may be agreed upon between the Contractor and the ordering activity on individual fixed price orders or Blanket Purchase Agreements, for fixed price tasks, under this contract in accordance with this clause.
- b. The ordering activity must establish a maximum performance incentive price for these services and/or total solutions on individual orders or Blanket Purchase Agreements.
- c. To the maximum extent practicable, ordering activities shall consider establishing incentives where performance is critical to the ordering activity's mission and incentives are likely to motivate the contractor. Incentives shall be based on objectively measurable tasks.
- d. The above procedures do not apply to Time and Material or labor hour orders.

3. ORDERING PROCEDURES FOR SERVICES (REQUIRING A STATEMENT OF WORK)

FAR 8.402 contemplates that GSA may occasionally find it necessary to establish special ordering procedures for individual Federal Acquisition Schedules or for some Special Item Numbers (SINs) within a Schedule. GSA has established special ordering procedures for services that require a Statement of Work. These special ordering procedures take precedence over the procedures in FAR 8.404 (b)(2) through (b)(3).

GSA has determined that the prices for services contained in the contractor's price list applicable to this Schedule are fair and reasonable. However, the ordering activity using this contract is responsible for considering the level of effort and mix of labor proposed to perform a specific task being ordered and for making a determination that the total firm-fixed price or ceiling price is fair and reasonable.

- (a) When ordering services, ordering activities shall—
 - (1) Prepare a Request (Request for Quote or other communication tool):



- (i) A statement of work (a performance-based statement of work is preferred) that outlines, at a minimum, the work to be performed, location of work, period of performance, deliverable schedule, applicable standards, acceptance criteria, and any special requirements (i.e., security clearances, travel, special knowledge, etc.) should be prepared.
- (ii) The request should include the statement of work and request the contractors to submit either a firm-fixed price or a ceiling price to provide the services outlined in the statement of work. A firm-fixed price order shall be requested, unless the ordering activity makes a determination that it is not possible at the time of placing the order to estimate accurately the extent or duration of the work or to anticipate cost with any reasonable degree of confidence. When such a determination is made, a labor hour or time-and-materials proposal may be requested. The firm-fixed price shall be based on the rates in the schedule contract and shall consider the mix of labor categories and level of effort required to perform the services described in the statement of work. The firm-fixed price of the order should also include any travel costs or other incidental costs related to performance of the services ordered, unless the order provides for reimbursement of travel costs at the rates provided in the Federal Travel or Joint Travel Regulations. A ceiling price must be established for labor-hour and time-and-materials orders.
- (iii) The request may ask the contractors, if necessary or appropriate, to submit a project plan for performing the task, and information on the contractor's experience and/or past performance performing similar tasks.
- (iv) The request shall notify the contractors what basis will be used for selecting the contractor to receive the order. The notice shall include the basis for determining whether the contractors are technically qualified and provide an explanation regarding the intended use of any experience and/or past performance information in determining technical qualification of responses. If consideration will be limited to schedule contractors who are small business concerns as permitted by paragraph (2)(i) below, the request shall notify the contractors that will be the case.

(2) Transmit the Request to Contractors:

- (i) Based upon an initial evaluation of catalogs and price lists, the ordering activity should identify the contractors that appear to offer the best value (considering the scope of services offered, pricing and other factors such as contractors' locations, as appropriate). When buying IT professional services under SIN 132—51 ONLY, the ordering activity, at its discretion, may limit consideration to those schedule contractors that are small business concerns. This limitation is not applicable when buying supplies and/or services under other SINs as well as SIN 132-51. The limitation may only be used when at least three (3) small businesses that appear to offer services that will meet the ordering activity's needs are available, if the order is estimated to exceed the micro-purchase threshold.
- (ii) The request should be provided to three (3) contractors if the proposed order is estimated to exceed the micro-purchase threshold, but not exceed the maximum order threshold. For proposed orders exceeding the maximum order threshold, the request should be provided to additional contractors that offer services that will meet the ordering activity's needs. ordering activities should strive to minimize the contractors' costs associated with responding to requests for quotes for specific orders. Requests should be tailored to the minimum level necessary for adequate evaluation and selection for order placement. Oral presentations should be considered, when possible.

(3) Evaluate Responses and Select the Contractor to Receive the Order:



After responses have been evaluated against the factors identified in the request, the order should be placed with the schedule contractor that represents the best value. (See FAR 8.404)

(b) The establishment of Federal Acquisition Schedule Blanket Purchase Agreements (BPAs) for recurring services is permitted when the procedures outlined herein are followed. All BPAs for services must define the services that may be ordered under the BPA, along with delivery or performance time frames, billing procedures, etc. The potential volume of orders under BPAs, regardless of the size of individual orders, may offer the ordering activity the opportunity to secure volume discounts. When establishing BPAs, ordering activities shall—

(1) Inform contractors in the request (based on the ordering activity's requirement) if a single BPA or multiple BPAs will be established, and indicate the basis that will be used for selecting the contractors to be awarded the BPAs.

(i) **SINGLE BPA:** Generally, a single BPA should be established when the ordering activity can define the tasks to be ordered under the BPA and establish a firm-fixed price or ceiling price for individual tasks or services to be ordered. When this occurs, authorized users may place the order directly under the established BPA when the need for service arises. The schedule contractor that represents the best value should be awarded the BPA. (See FAR 8.404)

MULTIPLE BPAs: When the ordering activity determines multiple BPAs are needed to meet its requirements, the ordering activity should determine which contractors can meet any technical qualifications before establishing the BPAs. When multiple BPAs are established, the authorized users must follow the procedures in (a)(2)(ii) above and then place the order with the Schedule contractor that represents the best value.

(2) **Review BPAs Periodically:** Such reviews shall be conducted at least annually. The purpose of the review is to determine whether the BPA still represents the best value. (See FAR 8.404)

(c) The ordering activity should give preference to small business concerns when two or more contractors can provide the services at the same firm-fixed price or ceiling price.

(d) When the ordering activity's requirement involves both products as well as executive, administrative and/or professional, services, the ordering activity should total the prices for the products and the firm-fixed price for the services and select the contractor that represents the best value. (See FAR 8.404)

The ordering activity, at a minimum, should document orders by identifying the contractor from which the services were purchased, the services purchased, and the amount paid. If other than a firm-fixed price order is placed, such documentation should include the basis for the determination to use a labor-hour or time-and-materials order. For ordering activity requirements in excess of the micro-purchase threshold, the order file should document the evaluation of Schedule contractors' quotes that formed the basis for the selection of the contractor that received the order and the rationale for any trade-offs made in making the selection.

ordering procedures for other services available on schedule at fixed prices for specifically defined services or tasks should use the procedures in FAR 8.404. These procedures are listed in the pricelist, under "Information for ordering activities," paragraph #12.



4. ORDER

- a. Agencies may use written orders, EDI orders, blanket purchase agreements, individual purchase orders, or task orders for ordering services under this contract. Blanket Purchase Agreements shall not extend beyond the end of the contract period; all services and delivery shall be made and the contract terms and conditions shall continue in effect until the completion of the order. Orders for tasks which extend beyond the fiscal year for which funds are available shall include FAR 52.232-19 Availability of Funds for the Next Fiscal Year. The purchase order shall specify the availability of funds and the period for which funds are available.
- b. All task orders are subject to the terms and conditions of the contract. In the event of conflict between a task order and the contract, the contract will take precedence.
- c. Travel is considered to be an Other Direct Cost and is not subject to the IFF. Where travel is required, Task Orders shall contain date(s) the travel is to be performed. Established Federal Government per diem rates will apply to all Contractor travel. Contractors cannot use GSA city pair contracts.

5. PERFORMANCE OF SERVICES

- a. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity.
- b. The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering activity.
- c. The ordering activity should include the criteria for satisfactory completion for each task in the Statement of Work or Delivery Order. Services shall be completed in a good and workmanlike manner.
- d. Any Contractor travel required in the performance of IT Services must comply with the Federal Travel Regulation or Joint Travel Regulations, as applicable, in effect on the date(s) the travel is performed. Established Federal Government per diem rates will apply to all Contractor travel. Contractors cannot use GSA city pair contracts.

6. INSPECTION OF SERVICES

The Inspection of Services–Fixed Price (AUG 1996) clause at FAR 52.246-4 applies to firm-fixed price orders placed under this contract. The Inspection–Time-and-Materials and Labor-Hour (JAN 1986) clause at FAR 52.246-6 applies to time-and-materials and labor-hour orders placed under this contract.

7. RESPONSIBILITIES OF THE CONTRACTOR

The Contractor shall comply with all laws, ordinances, and regulations (Federal, State, City, or otherwise) covering work of this character. If the end product of a task order is software, then FAR 52.227-14 Rights in Data – General, may apply.

8. RESPONSIBILITIES OF THE ORDERING ACTIVITY

Subject to security regulations, the ordering activity shall permit Contractor access to all facilities necessary to perform the requisite IT Services.



9. INDEPENDENT CONTRACTOR

All IT Services performed by the Contractor under the terms of this contract shall be as an independent Contractor, and not as an agent or employee of the ordering activity.

10. ORGANIZATIONAL CONFLICTS OF INTEREST

a. Definitions.

“Contractor” means the person, firm, unincorporated association, joint venture, partnership, or corporation that is a party to this contract.

“Contractor and its affiliates” and “Contractor or its affiliates” refers to the Contractor, its chief executives, directors, officers, subsidiaries, affiliates, subcontractors at any tier, and consultants and any joint venture involving the Contractor, any entity into or with which the Contractor subsequently merges or affiliates, or any other successor or assignee of the Contractor.

An “Organizational conflict of interest” exists when the nature of the work to be performed under a proposed ordering activity contract, without some restriction on ordering activities by the Contractor and its affiliates, may either (i) result in an unfair competitive advantage to the Contractor or its affiliates or (ii) impair the Contractor’s or its affiliates’ objectivity in performing contract work.

b. To avoid an organizational or financial conflict of interest and to avoid prejudicing the best interests of the ordering activity, ordering activities may place restrictions on the Contractors, its affiliates, chief executives, directors, subsidiaries and subcontractors at any tier when placing orders against schedule contracts. Such restrictions shall be consistent with FAR 9.505 and shall be designed to avoid, neutralize, or mitigate organizational conflicts of interest that might otherwise exist in situations related to individual orders placed against the schedule contract. Examples of situations, which may require restrictions, are provided at FAR 9.508.

11. INVOICES

The Contractor, upon completion of the work ordered, shall submit invoices for IT services. Progress payments may be authorized by the ordering activity on individual orders if appropriate. Progress payments shall be based upon completion of defined milestones or interim products. Invoices shall be submitted monthly for recurring services performed during the preceding month.

12. PAYMENTS

For firm-fixed price orders the ordering activity shall pay the Contractor, upon submission of proper invoices or vouchers, the prices stipulated in this contract for service rendered and accepted. Progress payments shall be made only when authorized by the order. For time-and-materials orders, the Payments under Time-and-Materials and Labor-Hour Contracts (Alternate I (APR 1984)) at FAR 52.232-7 apply to time-and-materials orders placed under this contract. For labor-hour orders, the Payment under Time-and-Materials and Labor-Hour Contracts (FEB 2002) (Alternate II (FEB 2002)) at FAR 52.232-7 applies to labor-hour orders placed under this contract.

13. RESUMES

Resumes shall be provided to the GSA Contracting Officer or the user ordering activity upon request.



14. INCIDENTAL SUPPORT COSTS

Incidental support costs are available outside the scope of this contract. The costs will be negotiated separately with the ordering activity in accordance with the guidelines set forth in the FAR.

15. APPROVAL OF SUBCONTRACTS

The ordering activity may require that the Contractor receive, from the ordering activity's Contracting Officer, written consent before placing any subcontract for furnishing any of the work called for in a task order.

16. DESCRIPTION OF IT SERVICES AND PRICING

- a. The Contractor shall provide a description of each type of IT Service offered under Special Item Numbers 132-51. IT Services should be presented in the same manner as the Contractor sells to its commercial and other Government customers. If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles (labor categories) for those individuals who will perform the service should be provided.
- b. Pricing for all IT Services shall be in accordance with the Contractor's customary commercial practices; e.g., hourly rates, monthly rates, term rates, and/or fixed prices.

SIN 132-51 PRICELIST - Standard Communications Inc.
SCHEDULE 70 LABOR CATEGORY DESCRIPTIONS (by Labor Category Number – LCN)



LCN	LABOR CATEGORY DESCRIPTION
01	<p>ADMINISTRATIVE SUPPORT SPECIALIST - Functional Responsibility: Prepares draft and final-form executive management and/or technical documents, which may be deliverable items or executive presentations. Is expected to be familiar with discipline specific terminology. Is expected to be capable of typing technical narrative and data. Provides clerical, compilation, library and administrative assistance in the development and production of documentation in support of technology tasks. Responsibilities include but are not limited to: data entry; research, data and word processing, publication development and review; general clerical and filing activities; office administration; data processing. Will be responsible for spelling, grammar, and proper format, and for proofreading finished documents. Proficient in the use of computers and standard word processing, spreadsheet, and presentation software. May work with technical staff to prepare manuals, user guides, and other technical documentation. Proficiency in the following areas are required: producing line art, illustrations, mechanical drawings, CAD, training materials; processing film and producing special effect slides and view graphs; designing report covers and other required graphics; and serving as a consultant to program manager, team leaders, and project managers on project planning and state-of-the-art graphic techniques.</p>
	MINIMUM EDUCATION - MINIMUM/GENERAL EXPERIENCE
	Must be a High School graduate and have two years of administrative experience.
LCN	LABOR CATEGORY DESCRIPTION
02	<p>APPLICATIONS SYSTEMS ANALYST - Functional Responsibility: Reviews, analyzes, and modifies programming systems including encoding, testing, debugging and installing to support an organization's application systems. Consults with users to identify current operating procedures and to clarify program objectives. May be expected to write documentation to describe program development, logic, coding, and corrections. Writes manuals for users to describe installation and operating procedures. Must have a working knowledge of relational databases and client-server concepts. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. May lead and direct the work of others. Typically reports to a project leader or manager. A wide degree of creativity and latitude is expected.</p>
	MINIMUM EDUCATION - MINIMUM/GENERAL EXPERIENCE
	Bachelor's degree and one year of experience or an equivalent combination of education and experience.
LCN	LABOR CATEGORY DESCRIPTION
03	<p>BUSINESS SYSTEMS ANALYST - Functional Responsibility: Reviews, analyzes, and evaluates business systems and user needs. Writes detailed description of agency's user needs, program functions, and steps required to develop or modify computer programs. Works closely with Agile Systems developers. Familiar with relational database concepts, and client-server concepts. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. May lead and direct the work of others. May report directly to a project lead or manager. A wide degree of creativity and latitude is expected.</p>
	MINIMUM EDUCATION - MINIMUM/GENERAL EXPERIENCE
	Bachelor's degree & five years of relevant experience or an equivalent combination of education & experience.



LCN	LABOR CATEGORY DESCRIPTION
04	CONFIGURATION/LOGISTICS SPECIALIST - Functional Responsibility: Responsible for maintaining and documenting Configuration Management and control of installed Equipment and Software releases on a location-by-location basis. Configures complex solutions and purchases materials, equipment, and supplies from vendors. Evaluates vendor quotes and services to determine most desirable suppliers. Schedules and expedites delivery of systems, equipment, peripherals and software. Conducts and verifies inventory with client counterpart. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. May report to an executive or a manager. A wide degree of creativity and latitude is expected.
	MINIMUM EDUCATION - MINIMUM/GENERAL EXPERIENCE
	Bachelor's degree & two years relevant experience or an equivalent combination of education & experience.
LCN	LABOR CATEGORY DESCRIPTION
05	DATA ARCHITECT - Functional Responsibility: Designs and builds relational databases. Verifies collected data for accuracy, i.e., Building, Floor, Room, Jack Number, Extension, assigned function/person, IDF/MDF address. Develops strategies for data acquisitions, archive recovery, and implementation of a database. Cleans and maintains the database by removing and deleting old data. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected.
	MINIMUM EDUCATION - MINIMUM/GENERAL EXPERIENCE
	Bachelor's degree & one year of relevant experience or an equivalent combination of education & experience.
LCN	LABOR CATEGORY DESCRIPTION
06	DATA CONTROL CLERK - Functional Responsibility: Collects, reviews, and inputs data into a voice, data or computer processing system; audits output data. May be expected to code data and input data for computer processing. Identifies and resolves operational errors. Maintains and revises procedural lists, control records and coding schemes to process source data. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. May lead and direct the work of others. May report directly to a supervisor. A wide degree of creativity and latitude is expected.
	MINIMUM EDUCATION - MINIMUM/GENERAL EXPERIENCE
	High School Diploma & five years of relevant experience or equivalent combination of education & experience.
LCN	LABOR CATEGORY DESCRIPTION
07	INFORMATION SYSTEMS AUDITOR - Functional Responsibility: Evaluates information systems and operating procedures. Determines and recommends improvements in current standards, available OEM releases/upgrades and implementation of system changes. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. May lead and direct the work of others. May report to an executive or a manager A wide degree of creativity and latitude is expected.
	MINIMUM EDUCATION - MINIMUM/GENERAL EXPERIENCE
	Bachelor's degree & five years relevant experience or an equivalent combination of education & experience.



LCN	LABOR CATEGORY DESCRIPTION
08	NETWORK PLANNING ANALYST - Functional Responsibility: Conducts Network Assessments to ascertain bottlenecks for new VOIP installations. Reviews, plans, and evaluates network systems, troubleshoots network systems issues and recommend improvements to network. Provides documentation/project tracking and management reporting. Provides tactical and strategic input on overall network planning and related projects. Demonstrates expertise in a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. May provide consultation on complex projects and is considered to be the top-level contributor/specialist. A wide degree of creativity and latitude is expected. Typically reports to a manager or head of a unit/department.
	MINIMUM EDUCATION - MINIMUM/GENERAL EXPERIENCE
	Bachelor's Degree & eight years of relevant experience or an equivalent combination of education & experience.
LCN	LABOR CATEGORY DESCRIPTION
09	NETWORK SUPPORT SPECIALIST - Functional Responsibility: Supports, monitors, tests, and troubleshoots hardware and software problems pertaining to LAN and Voice (cable plants) Networks. Assists Network Planning Analyst with Network Assessments and troubleshooting. Recommends and schedules repairs. Provides end users support for all LAN- based applications including VOIP. Installs and configures workstations. Has knowledge of commonly used concepts, practices, and procedures within a variety of network disciplines. Relies on instructions and pre-established guidelines to perform the functions of the job. Works under immediate supervision. Primary job functions do not typically require exercising independent judgment. Typically reports to a project leader or manager.
	MINIMUM EDUCATION - MINIMUM/GENERAL EXPERIENCE
	Associate's degree & one year of relevant experience or an equivalent combination of education & experience.
LCN	LABOR CATEGORY DESCRIPTION
10	SENIOR NETWORK SUPPORT SPECIALIST - Functional Responsibility: Supports, monitors, tests, and troubleshoots hardware and software problems pertaining to VOIP and LAN (voice and data). Recommends and schedules repairs. Provides end users support for all network based applications. Installs and configures workstations. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. May lead and direct the work of others. Typically reports to a project leader or manager. A wide degree of creativity and latitude is expected.
	MINIMUM EDUCATION - MINIMUM/GENERAL EXPERIENCE
	Associate's degree & five years of relevant experience or an equivalent combination of education & experience.
LCN	LABOR CATEGORY DESCRIPTION
11	OPERATING SYSTEMS PROGRAMMER - Functional Responsibility: Reviews, analyzes, develops, installs, and modifies computer operating systems. Analyzes and resolves problems associated with operating systems. Detects, diagnoses, and reports related problems. Has knowledge of commonly used concepts, practices, and procedures within a particular field. Relies on instructions and pre-established guidelines to perform the functions of the job. Works under the immediate supervision of a Senior Operating Systems Programmer. Primary job functions do not typically require exercising independent judgment.
	MINIMUM EDUCATION - MINIMUM/GENERAL EXPERIENCE
	Associate's degree & two years of relevant experience or an equivalent combination of education & experience.



LCN	LABOR CATEGORY DESCRIPTION
12	SENIOR OPERATING SYSTEMS PROGRAMMER - <u>Functional Responsibility</u> : Reviews, analyzes, develops, installs, and modifies computer operating systems. Analyzes and resolves problems associated with operating systems. Detects, diagnoses, and reports related problems. Has knowledge of commonly used concepts, practices, and procedures within a particular field. Relies on instructions and pre-established guidelines to perform the functions of the job. Works under immediate supervision. Primary job functions typically require exercising independent judgment. Typically reports to a project leader or manager. Leads and directs the work of others. A wide degree of creativity and latitude is expected. Typically reports to a manager or head of a unit/department.
	MINIMUM EDUCATION - MINIMUM/GENERAL EXPERIENCE
	Bachelor's degree & seven years of relevant experience or an equivalent combination of education & experience.
LCN	LABOR CATEGORY DESCRIPTION
13	QUALITY SPECIALIST - <u>Functional Responsibility</u> : Defines and implements IT quality assurance practices and procedures. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Plans, develops and administers standards compliant quality policies covering organization-wide areas, multi-disciplined engineering programs or key contracts. Reviews project development documentation to ensure specifications are designed to meet inspection and testing standards. Initiates corrective action for procedural, product, or process deficiencies. Analyzes organizational procedures work instructions and develops test suites and identifies feasible alternatives based on thorough research and analyses. Conducts interviews and audits to retrieve essential quality information. Collects, compiles and assembles quality records for analytical documents and reports. Senior levels may manage a group of quality assurance analysts who test, evaluate, and validate IT initiatives and may lead or direct the work of others. May assign work and/or oversee the work of staff including senior management.
	MINIMUM EDUCATION - MINIMUM/GENERAL EXPERIENCE
	Bachelor's degree and three years of experience or an equivalent combination of education and experience.
LCN	LABOR CATEGORY DESCRIPTIONS
14	SUBJECT MATTER EXPERT - <u>Functional Responsibility</u> : For any profession or discipline specific or multi-disciplined program, consults with applicable client management and professional (medical, scientific, engineering, etc.) personnel to minimize costs and maximize efficiency in achieving the stated requirements. Advises program leadership on all pertinent activities of a large-scale program, series of projects, technologies, or clients. Can be responsible for audit or investigative aspects of fact finding, with regard to project management, technical work, quality of work, standards compliance, schedule, and costs associated with various issued orders. Ensures that all activities conform to terms and conditions of a contract and ordering procedures. Acts as liaison between the applicable client representatives and corporate management. Recommends performance metrics, methodologies to be used, and any and all program/task related activities, draws upon senior support staff, engineering and technical experts to resolve contractual and technical problems.
	MINIMUM EDUCATION - MINIMUM/GENERAL EXPERIENCE
	Bachelor's degree and ten years of experience or an equivalent combination of education and experience.



LCN	LABOR CATEGORY DESCRIPTIONS
15	SYSTEMS AND SECURITY EXECUTIVE - Functional Responsibility: Develops and implements security standards and procedures. Ensures that all applications are functional and secure. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected. Typically reports to top management.
	MINIMUM EDUCATION - MINIMUM/GENERAL EXPERIENCE
	Bachelor's degree & fifteen years of relevant experience or an equivalent combination of education & experience.
LCN	LABOR CATEGORY DESCRIPTION
16	TELECOMMUNICATIONS TECHNICIAN – Level 1 - Functional Responsibility: Installs, troubleshoots, repairs and maintains data and voice cable plants. Documents and maintains cable records for all Moves, Adds and Changes and new installations. Assists with the installation of new and upgrades for telecommunications equipment, systems and cabling solutions including Main Distribution Facilities (MDFs), Intermediate Distribution Facilities (IDFs) and Building Distribution Facilities (BDFs) and the installation of surge protection systems. Has basic knowledge of commonly used telecommunications concepts, practices, and procedures. Relies on instructions and pre-established guidelines to perform the functions of the job. Works under immediate supervision. Primary job functions do not typically require exercising independent judgment. Typically reports to a more experienced Telecommunications Technician - Level 2 or a Senior Telecommunications Technician.
	MINIMUM EDUCATION - MINIMUM/GENERAL EXPERIENCE
	High School Diploma and two years of military and/or relevant experience; has OEM certification.
LCN	LABOR CATEGORY DESCRIPTION
17	TELECOMMUNICATIONS TECHNICIAN – Level 2 - Functional Responsibility: Installs, troubleshoots, repairs and maintains telecommunications equipment, cabling solutions and systems. Provides reports, completes requests for new service, determines methodology for installing telephone service,. Installs new and upgrades for telecommunications equipment, systems and cabling solutions including MDFs, IDFs and BDFs including the installation of surge protection systems. Has knowledge of commonly used telecommunications concepts, practices, and procedures. Relies on instructions and pre-established procedures and guidelines to perform the functions of the job. Works independently with assistance of a Telecommunications Technician (Level 1). Primary job functions sometimes require exercising independent judgment. Typically reports to a more experienced Telecommunications Technician or a Senior Telecommunications Technician.
	MINIMUM EDUCATION - MINIMUM/GENERAL EXPERIENCE
	High School Diploma and three years of military and/or relevant experience; has OEM certification.



LCN	LABOR CATEGORY DESCRIPTION
18	<p>SR. TELECOMMUNICATIONS TECHNICIAN – Level 1 - Functional Responsibility: Supervises and participates in the Installation of new and upgrades to telecom systems including proprietary software. Troubleshoots, repairs and maintains telecommunications equipment. Creates final reports, supervises telephone service installation, determines appropriateness of moderate equipment changes/modifications, call switches, test trunks, test links and installs communication circuits. Installs new and upgrades for telecommunications equipment, systems and oversees cabling solutions installations for MDF, IDF and BDFs including the installation of surge protection systems. Has knowledge of commonly used telecommunications concepts, practices, and procedures. Relies on instructions and pre-established procedures and guidelines to perform the functions of the job. Often works independently with assistance of one or more Telecommunications Technicians (Level 1 or 2). Primary job functions typically require exercising independent judgment. Typically reports to a more experienced Senior Telecommunications Technician, a Telecommunications Supervisor, a Telecommunications Manager or designated Project Manager.</p>
	MINIMUM EDUCATION - MINIMUM/GENERAL EXPERIENCE
	High School Diploma and four years of military and/or relevant experience; has OEM certification.
LCN	LABOR CATEGORY DESCRIPTION
19	<p>SENIOR TELECOMMUNICATIONS TECHNICIAN – Level 2 -Functional Responsibility: Installs, troubleshoots, repairs and maintains telecommunications equipment, cabling solution and systems. Provides reports, completes requests for new service, determines methodology for installing telephone service, determines appropriateness of moderate equipment changes or modifications, call switches, test trunks, test links and installs communication circuits. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. May lead and direct the work of others. Typically reports to a more experienced Senior Telecommunications Technician, a Telecommunications Supervisor, a Telecommunications Manager or designated Project Manager. A wide degree of creativity and latitude is expected.</p>
	MINIMUM EDUCATION - MINIMUM/GENERAL EXPERIENCE
	Associate's Degree and five years of military and/or relevant experience has OEM certification.
LCN	LABOR CATEGORY DESCRIPTION
20	<p>TELECOMMUNICATIONS SUPERVISOR - Functional Responsibility: Oversees a team of telecommunications technicians and analysts who maintain and support voice, data and video communication systems within the organization. Identifies issues and appropriate courses of action. Researches and oversees implementation of new technologies. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected. Typically reports to a Telecommunications Manager or head of a unit/department.</p>
	MINIMUM EDUCATION - MINIMUM/GENERAL EXPERIENCE
	Bachelor's Degree and four years of military or relevant technical experience, or an equivalent combination of education and experience.



LCN	LABOR CATEGORY DESCRIPTION
21	TELECOMMUNICATIONS MANAGER - <u>Functional Responsibility</u> : Manages a team of telecommunications technicians and analysts who maintain and support voice, data and video communication systems within the organization. Identifies issues and appropriate courses of action. Researches and oversees implementation of new technologies. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected. Typically reports to an IT/Telecommunications Executive.
MINIMUM EDUCATION - MINIMUM/GENERAL EXPERIENCE	
Bachelor's Degree and five years of relevant experience or an equivalent combination of education and experience.	
LCN	LABOR CATEGORY DESCRIPTION
22	TELECOMMUNICATIONS ENGINEER - <u>Functional Responsibility</u> : Analyzes overall telecommunications functions of organizations including voice, data, video, Wi-Fi, Satellite, and Internet. Works to develop, improve, maintain, and implement network. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. May lead and direct the work of others. A wide degree of creativity and latitude is expected. Typically reports to a manager or an IT/Telecommunications Executive.
MINIMUM EDUCATION - MINIMUM/GENERAL EXPERIENCE	
Bachelor's degree and eight years of relevant experience or an equivalent combination of education and experience.	
LCN	LABOR CATEGORY DESCRIPTION
23	IT/TELECOMMUNICATIONS EXECUTIVE - <u>Functional Responsibility</u> : Oversees all aspects of an organization's business and telecommunications functions. Responsible for planning and directing the design, development, and implementation of network systems. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected. Typically reports to top management.
MINIMUM EDUCATION - MINIMUM/GENERAL EXPERIENCE	
Bachelor's Degree and fifteen years of relevant experience or an equivalent combination of education and experience.	
LCN	LABOR CATEGORY DESCRIPTIONS
24	WEB DESIGNER - <u>Functional Responsibility</u> : Produces graphic sketches, designs, and copy layouts for online content. Determines size and arrangement of illustrative material and copy, selects style and size of type, and arranges layout based upon available space, knowledge of layout principles, and aesthetic design concepts. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. Typically reports to a manager. A wide degree of creativity and latitude is expected.
MINIMUM EDUCATION - MINIMUM/GENERAL EXPERIENCE	
Associate's degree and four years of relevant experience or an equivalent combination of education and experience.	

All Rates are for Government Site and Contractor Site and include the GSA 0.75% IFF



<p>SIN 132-51 PRICELIST - Standard Communications Inc. SCHEDULE 70 HOURLY RATES BY LABOR CATEGORY</p>

LCN	CATEGORY	BURDENED RATE
01	Administrative Support Specialist	50.53
02	Applications Systems Analyst	91.63
03	Business Systems Analyst	100.20
04	Configuration/Logistics Specialist	71.94
05	Data Architect	101.05
06	Data Control Clerk	57.38
07	Information Systems Auditor	103.62
08	Network Planning Analyst	128.46
09	Network Support Specialist	61.66
10	Senior Network Support Specialist	92.49
11	Operating Systems Programmer	70.22
12	Senior Operating Systems Programmer	123.32
13	Quality Specialist	107.90



LCN	CATEGORY	BURDENED RATE
14	Subject Matter Expert	202.10
15	Systems and Security Executive	247.49
16	Telecommunications Technician – Level 1	50.53
17	Telecommunications Technician – Level 2	61.66
18	Sr. Telecommunications Technician – Level 1	67.65
19	Sr. Telecommunications Technician – Level 1	75.36
20	Telecommunications Supervisor	83.92
21	Telecommunications Manager	91.63
22	Telecommunications Engineer	138.73
23	IT/Telecommunications Executive	184.12
24	Web Designer	103.62



USA COMMITMENT TO PROMOTE SMALL BUSINESS PARTICIPATION PROCUREMENT PROGRAMS

PREAMBLE

Standard Communications Inc. provides commercial products and services to ordering activities. We are committed to promoting participation of small, small disadvantaged and women-owned small businesses in our contracts. We pledge to provide opportunities to the small business community through reselling opportunities, mentor-protégé programs, joint ventures, teaming arrangements, and subcontracting.

COMMITMENT

To actively seek and partner with small businesses.

To identify, qualify, mentor and develop small, small disadvantaged and women-owned small businesses by purchasing from these businesses whenever practical.

To develop and promote company policy initiatives that demonstrates our support for awarding contracts and subcontracts to small business concerns.

To undertake significant efforts to determine the potential of small, small disadvantaged and women-owned small business to supply products and services to our company.

To ensure procurement opportunities are designed to permit the maximum possible participation of small, small disadvantaged, and women-owned small businesses.

To attend business opportunity workshops, minority business enterprise seminars, trade fairs, procurement conferences, etc., to identify and increase small businesses with whom to partner.

To publicize in our marketing publications our interest in meeting small businesses that may be interested in subcontracting opportunities.

We signify our commitment to work in partnership with small, small disadvantaged and women-owned small businesses to promote and increase their participation in ordering activity contracts. To accelerate potential opportunities please contact **Mr. John P. Molière**. (540) 454-0881 john.molier@stdcomm.com



PROCUREMENT PROGRAMS - BEST VALUE FEDERAL ACQUISITION SCHEDULE BLANKET PURCHASE AGREEMENT

Standard Communications Inc.

In the spirit of the Federal Acquisition Streamlining Act (ordering activity) and (Contractor) enter into a cooperative agreement to further reduce the administrative costs of acquiring commercial items from the General Services Administration (GSA) Federal Acquisition Schedule Contract(s)

Federal Acquisition Schedule contract BPAs eliminate contracting and open market costs such as: search for sources; the development of technical documents, solicitations and the evaluation of offers. Teaming Arrangements are permitted with Federal Acquisition Schedule Contractors in accordance with Federal Acquisition Regulation (FAR) 8.405-3.

This BPA will further decrease costs, reduce paperwork, and save time by eliminating the need for repetitive, individual purchases from the schedule contract. The end result is to create a purchasing mechanism for the ordering activity that works better and costs less.

Signatures

Ordering Activity Date
Date

Contractor



BLANKET PURCHASE AGREEMENT SAMPLE

BPA NUMBER _____

Pursuant to GSA Federal Acquisition Schedule Contract Number GS35F0648N, Blanket Purchase Agreements, **Standard Communications Inc.** agrees to the following terms of a Blanket Purchase Agreement (BPA) EXCLUSIVELY WITH (ordering activity) :

- (1) The following contract items can be ordered under this BPA. All orders placed against this BPA are subject to the terms and conditions of the contract, except as noted below:

MODEL NUMBER/PART NUMBER

*SPECIAL BPA DISCOUNT/PRICE

- (2) Delivery:

DESTINATION

DELIVERY SCHEDULES / DATES

- (3) The ordering activity estimates, but does not guarantee, that the volume of purchases through this agreement will be _____.

- (4) This BPA does not obligate any funds.

- (5) This BPA expires on _____ or at the end of the contract period, whichever is earlier.

- (6) The following office(s) is hereby authorized to place orders under this BPA:

OFFICE

POINT OF CONTACT

- (7) Orders will be placed against this BPA via Electronic Data Interchange (EDI), FAX, or paper.

- (8) Unless otherwise agreed to, delivery tickets or sales slips that must contain the following information as a minimum must accompany all deliveries under this BPA:

(a) Name of Contractor;

(g) Quantity, Unit Price, and Extension of Each

(b) Contract Number;

Item (unit prices and extensions need not be

(c) BPA Number;

shown when incompatible with the use of

(d) Model Number or National Stock Number (NSN);

automated systems; provided, that the invoice is itemized to show the information); and

(e) Purchase Order Number;

(h) Date of Shipment.

- (f) Date of Purchase;

- (9) The requirements of a proper invoice are specified in the Federal Acquisition Schedule contract. Invoices will be submitted to the address specified within the purchase order transmission issued against this BPA.(10)

The terms and conditions included in this BPA apply to all purchases made pursuant to it. In the event of an inconsistency between the provisions of this BPA and the Contractor's invoice, the provisions of this BPA will take precedence.



CONTRACTOR TEAM ARRANGEMENTS

BASIC GUIDELINES FOR USING

Federal Acquisition Schedule Contractors may use "Contractor Team Arrangements" (see FAR 9.6) to provide solutions when responding to a ordering activity requirements.

These Team Arrangements can be included under a Blanket Purchase Agreement (BPA). BPAs are permitted under all Federal Acquisition Schedule contracts.

Orders under a Team Arrangement are subject to terms and conditions or the Federal Acquisition Schedule Contract.

Participation in a Team Arrangement is limited to Federal Acquisition Schedule Contractors.

Customers should refer to FAR 9.6 for specific details on Team Arrangements.

Here is a general outline on how it works:

- The customer identifies their requirements.
- Federal Acquisition Schedule Contractors may individually meet the customers needs, or -
- Federal Acquisition Schedule Contractors may individually submit a Schedules "Team Solution" to meet the customer's requirement.
- Customers make a best value selection.

AUTHORIZED USERS

There are no other current Authorized Users of this schedule.

SMALL BUSINESS SUBCONTRACTING PLAN

Standard Communications Inc. certifies that it is a Service Disabled Veteran-Owned Small Business; therefore it is not subject to submitting a Small Business Plan. It does however make every effort to use small disadvantaged, women-owned, veteran owned, HubZone, Native American, Native Alaskan and service disabled veteran-owned businesses during the conduct of its regular business practice.